



FOOD AND DRUG ADMINISTRATION
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V A C A N C Y A N N O U N C E M E N T

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Announcement Number: FDA-9-4025

Opening Date: June 23, 1999

Closing Date: August 4, 1999

Position Title: Veterinary Medical Officer

Series & Grade: GS- 701- 12/13

Promotion Potential: 13

Salary Range: GS-12 \$48,796 - \$63,436 per annum
GS-13 \$58,027 - \$75,433 per annum

Area of Consideration: Government - Wide
"Preference eligibles or veterans who have separated from the armed forces under honorable conditions after 3 years or more of continuous service may apply."

Type of Appointment: Career/Career Conditional

Relocation expenses: Will not be paid

Organization, Duty Location: DHHS, FDA, Center for Veterinary Medicine (CVM), Office of Surveillance and Compliance, Division of Animal Feeds, Medicated Feeds Team, 7500 Standish Place, MPNII, Rockville, MD,

Condition of Employment: Certain positions within the FDA are subject to strict restrictions on financial holdings (FDA regulated financial holdings). To determine whether this position is affected, applicants are advised to seek additional information during the interview process from the Ethics and Personnel Security Branch at (301) 827-5511 prior to accepting such a position.

Commissioned Corps candidates may apply.

JOB SUMMARY:

The incumbent of this position serves in the Medicated Feed Team in the Division of Animal Feeds, Office of Surveillance and Compliance Center for Veterinary Medicine as a medicated feeds specialist. **Specific duties include:**

Provides advice pertaining to medicated feeds, concerning new regulations, policy and procedures and developments in scientific technology and procedures related to medicated feed manufacturing, and/or changes in administrative matters.

Recommends to the Team Leader the implementation of new or revisions of existing policies brought about by new information, programs, or techniques related to medicated animal feeds.

Conducts scientific and technical reviews of all drug articles intended for use in animal feeds, providing an essential part of the preclearance review of proposed drug articles and finished feed labeling, and the draft Federal Register regulations.

Meets with responsible representatives from the various drug manufacturers to review and discuss proposed new drug articles and medicated feed labeling and regulations.

Confers with feed manufacturer representatives concerning the various problems encountered during the manufacture of medicated feeds.

Confers with Field personnel on drug and medicated feed problems that arise in their districts.

Provides correct information for the drug and feed additive section of the Official Publication of the Association of American Feed Control Officials.

Reviews, comments, and offers opinions to the Division of Compliance on technical aspects of program, policies, and guidelines for the Center and FDA field activities relating to medicated feeds. Reviews legal actions proposed by the Division of Compliance or the FDA field, offering assistance and opinions on the adequacy of scientific evidence to sustain the legal positions of the Government and the Food and Drug Administration.

Assists in preparing protocols and reviews proposals for intramural or extramural scientific studies of medicated feeds being considered by the Center.

Keeps abreast of changes and developments in manufacture, distribution, and uses of all forms of medicated feeds, and the drug articles used in the feeds.

QUALIFICATIONS:

VETERINARY MEDICAL OFFICER, GS-701

Applicants must possess a degree of Doctor of Veterinary Medicine or equivalent degree at a school approved or accredited by (a) the American Veterinary Medical Association (AVMA), (b) a State department of education, or (c) a State Board of Veterinary Medical Examiners.

Graduates of foreign veterinary medical schools who do not meet the requirements specified above must furnish proof of (a) graduation from a veterinary medical school, (b) comprehension of and ability to communicate in the English language, and (c) passage of the written examination in veterinary medicine of the Educational Commission for Foreign Veterinary Graduates of the U.S. National Board of Veterinary Medical Examiners. Proof of English language proficiency may be met by (1) achieving a total score on the Test of English as a Foreign Language at least 550 with a listening comprehension score of at least 60 points, (2) earning an advanced degree (i.e., an M.S. or PhD.) at a U.S. college or university, or (3) graduating from a U.S. or Canadian English speaking high school. The following are exceptions to these requirements:

- Veterinarians who qualified between 1965 and 1972, who hold certificates under the program of the Educational Commission for Foreign Graduates.
- Veterinarians who are graduates of foreign veterinary colleges that were included on the September 1, 1963, list entitled, "Foreign Veterinary Colleges Evaluated by the Council on Education, American Veterinary Medical Association, : and who entered the United States or Canada and qualified as eligible for private practice or Federal employment on or before December 31, 1972.

Candidates must have 52 weeks of specialized experience equivalent to next lower grade level to the position of the position to which they are applying.

Specialized experience is experience which is typically in or directly related to the work of the position such as: Experience developing, collecting, analyzing and/or evaluating data or regulations pertaining to food-producing animals species.

In addition to the above qualifications, candidates must meet the following selective factor: Advanced knowledge of animal nutrition demonstrated by conducting nutrition research pertaining to food-producing animals.

Candidates must meet all qualification requirements, including time-in-grade, within 30 days after the closing date.

EVALUATION METHOD:

Candidates found basically qualified will be further evaluated by determining the extent to which their work or related experience, education, training, awards, etc., indicate their possession of the knowledge, skills, and abilities (KSA's) described below.

- 1. Knowledge of the scientific concepts, practices, and principles in the manufacture and use of animal feed, especially medicated animal feed.**
- 2. Knowledge of feed manufacture, and good manufacturing practices and regulations.**
- 3. Ability to coordinate and conduct evaluations of scientific data and research on animal feed issues and make appropriate . recommendations.**
- 4. Ability to communicate orally and in writing (including the use of a personal computer).**

HOW TO APPLY:

- A. Candidates may submit an Application for Federal Employment (SF-171), an Optional Application for Federal Employment (OF 612), resume, curriculum vitae, or any other written format. Your application **must** include the following information:

VACANCY INFORMATION

*Vacancy Announcement Number, Title, Grade

PERSONAL INFORMATION

- *Full legal name
- *Mailing address
- *Social Security Number
- *Home and Work telephone numbers
- *Birth Date
- *Citizenship
- *Reinstatement eligibility

*Highest Federal civilian grade held (give job series, dates held)

EDUCATION (Transcripts may be substituted for most of the following)

- *Date of high school graduation or GED
- *Name, location and dates of each college/university attended
- *Type of degree(s), if any, date(s) received
- *Major field of study
- *Total semester or quarter hours
- *Undergraduate GPA or class rank

EXPERIENCE - most relevant to this position include:

- *Name of employer (Supervisor)
- *Address and telephone number of employer
- *Dates of employment (month/year)
- *Job title
- *Brief description of your duties and responsibilities for each job listed
- *Average hours worked for each position if less than 40 hours per week

TRAINING-To receive credit for relevant training:

- *List of course titles, dates, number of hours attended and name(s) of the institution(s)

HONORS AND AWARDS-If relevant to position for which applying

- *Description of honors and/or awards along with dates acquired

SKILLS/SPECIAL QUALIFICATIONS-If relevant to the position for which applying

- *Language skills (other than English)
- *License(s) and date(s) acquired
- *Typing Speed/Words Per Minute (WPM)
- *Dictation Speed/WPM

B. Additional information/completed forms to be submitted, if checked; failure to submit requested information/documents may result in nonconsideration or a lower rating in the evaluation process.

- ☒ Written response to the knowledge, skills and abilities
- ☐ If claiming veterans' preference, see additional information on this form
- ☒ College transcripts or list of courses, including title, credit hours and grade for each course if qualifying on education and/or changing occupational series; see additional information on this form for foreign education*
- ☒ Current federal employees - most recent performance appraisal/evaluation
- ☒ Current **and** former federal employees - a copy of most recent complete SF-50, Notification of Personnel Action, to verify status

*Qualifying education gained at college and universities in foreign countries **must** be evaluated in terms of its equivalency to that acquired in American colleges and universities. Applicants educated in whole or in part in foreign countries must submit sufficient evidence, including transcripts, to an accredited private organization for an equivalency evaluation. A letter containing the results **MUST** accompany the application package.

APPLICANT BACKGROUND SURVEY: Please return the Background Survey with your application. This information you provide is used for statistical purposes. The return of this form is voluntary. Failure to return this form will have no impact on your consideration for this position.

C. In addition to the above, Career Transition Assistance Plan (CTAP)/Interagency Career Transition Assistance Plan (ICTAP) applicants must submit a copy of their specific RIF notice or other acceptable documentation, and documentation from their human resources office reflecting the promotion potential of their most recent federal position.

Surplus or Displaced Employees in the Department of Health And Human Services (DHHS) Requesting Special Selection Priority Consideration Under The Career Transition Assistance Program (CTAP)

If you are currently a DHHS employee you may be entitled to special priority selection under the DHHS Career Transition Assistance Program (CTAP). To receive priority consideration, you must:

1. Be a current DHHS employee serving under an appointment in the competitive or excepted service in tenure group I or II, in receipt of
 - (1) a **Reduction in Force (RIF) specific separation notice**, (2) a **notice of proposed removal for declining a directed**

reassignment or transfer of function outside of the commuting area, (3)a Certificate of Expected Separation (CES), or (4) other official notice that indicates the employee is surplus or eligible for discontinued service retirement (DSR) or as being in a surplus organization or occupation, and the date of the separation has not passed and you are still on the rolls of DHHS. You must submit a copy of the separation notice, CES, or other official notice along with your application in order to receive special priority consideration;

2. Be applying for a position that is at or below the grade level of the position from which you are being separated. The position must not have a greater promotion potential than the position from which you are being separated;
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. **This must be submitted with your application package;**
4. Be currently employed by DHHS in the same commuting area of the position for which you are requesting priority consideration;
5. Submit your application (including all required documentation) by the vacancy announcement closing date and meet all the application criteria; and
6. Be rated well qualified for the position.

“Well Qualified” means: a surplus/displaced employee must meet the minimum qualifications and eligibility requirements for the position, including any documented selective factor(s), and be rated and ranked under the same procedures as merit promotion applicants to determine the extent to which he/she possesses the knowledge, skills, and abilities (KSAs) to succeed in the position being filled. A cut-off score will be used to determine the well qualified applicant(s).

Displaced Employees Requesting Special Selection Priority Consideration Under The Interagency Career Transition Assistance Program (ICTAP)

If you are a displaced Federal employee you may be entitled to receive priority selection under the ICTAP.

To be eligible for the special selection priority, you must meet all of the following:

- (1) Be a displaced Federal employee;
- (2) Submit a copy of your current (or your last) performance rating of record of at least fully successful or equivalent;
- (3) Apply for a vacancy at or below the grade level from which you were or are being separated, that does not have a greater promotion potential than the position from which you have been or are being separated from;
- (4) Occupy, or was displaced from a position in the same local commuting area of the vacancy;
- (5) Submit an application (including all required documentation) for a specific vacancy within the time frames established on the announcement and meet all the application and eligibility criteria;
- (6) Submit proof of eligibility; and
- (7) Be rated well qualified for the position.

“ Well Qualified “ means: a displaced employee must meet the minimum qualification and eligibility requirements for the position (including any selective factors), and be rated and ranked to determine the extent to which he/she possesses the knowledge, skill, and abilities (KSAs) to succeed in the position being filled. Under merit promotion procedures, a cut-off score will be used to determine the well qualified applicant(s). Under delegated examining procedures, the displaced employee must receive a score of 90 or better to receive selection priority.

Displaced employees may submit any (one) of the following as proof of eligibility for the special selection priority:

- (1) IF separation notice, or notice of proposed removal for declining a directed reassignment or transfer of function to another commuting area;
- (2) Documentation, e.g., SF-50, Notification of Personnel Action, showing that you were separated as a result of IF, or for declining a directed reassignment or transfer of function to another commuting area;
- (3) Official certification from an agency stating that it cannot place an individual whose injury compensation has been or is being terminated;
- (4) Official notification from O.M. that your disability annuity has been or is being terminated; or
- (5) Official notification from the Military Department or National Guard Bureau that the employee has retired under 5 U.S.C. 8337(h) or 8456.

ADDRESS:

**Food and Drug Administration
Office of Human Resources and Management Services
Attn: Mary Goodson
Room 211, Metro Park North I, HFA-423
7520 Standish Place
Rockville, MD 20855**

Faxed copies of this announcement may be obtained by calling (301) 827-4287 or visit our Website at www.Usajobs.opm.gov/a9fda.htm.

Applications received become the property of the Office of Human Resources and Management Services (OHRMS).

Applications submitted in postage paid Government envelopes will not be accepted.

ALL APPLICATION MATERIAL MUST BE POSTMARKED OR RECEIVED BY THE CLOSING DATE OF THIS ANNOUNCEMENT

Additional forms and information may be obtained from the address above or by calling Mary Goodson at (301) 827-7332 (301) 827-4070 (Voice/TTY).

All applicants will receive equal consideration without regard to race, religion, color, national origin, sex, disability, sexual orientation, political affiliation, age (with authorized exceptions) or any other non-merit factor.

Vietnam era veterans, disabled veterans, individuals with disabilities, and other individuals eligible for special appointing authorities are encouraged to apply.

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